## KANSAS CRIMINAL JUSTICE COORDINATING COUNCIL OFFICE OF THE GOVERNOR

**FEDERAL & OTHER GRANTS PROGRAM** 

CAPITOL, 300 SW 10TH AVENUE, STE. 212S, TOPEKA, KANSAS 66612-1590 FAX: (785) 291-3204

## FINANCIAL STATUS REPORT

(Due 15 Days After Close of Each Month or the First Business Day, by 5:00 P.M.)

FOR THE PERIOD COVERED AND FOR THE GRANT TO DATE.

**JAG FY 2006** 

The information provided on this report will be used to monitor subgrantee cash

flow. No further monies or other benefits may be paid out under this program un less this report is completed and filed as required by existing laws and regulations 1. NAME/ADDRESS OF SUBGRANTEE ORGANIZATION 2. GRANT PROJECT NUMBER 3. VENDOR IDENTIFICATION NUMBER OR 4. FINAL REPORT ('X' ONE) FEDERAL EMPLOYER ID NUMBER NO YES 5. BASIS OF ACCOUNTING ('X' ONE) 6. PROJECT PERIOD (MO, DAY, YR) 7. REPORT PERIOD (MO, DAY, YR) CASH ACCRUAL FROM: TO: FROM: TO: 07/01/05 06/30/06 GRANT FUND EXPENDITURES AND OBLIGATIONS BY BUDGET CATEGORY **BUDGET CATEGORY** Approved Budget Period Expenditures Period Expenditures To Date Expenditures To Date Expenditures **Obligations Funds Remaining** (Total Project) (Federal Funds) (Non-Federal Match) (Federal Funds) (Non-Federal Match) (Total Project) (Total Project) A. Personnel Expenditures B. Fringe Benefit Expenditures C. Travel/Training Expenditures D. Supplies & Communications Expenditures E. Facility Cost Expenditures F. Equipment Expenditures G. Contractual Services Expenditures H. Other Expenditures Total Expenditures **CERTIFICATION TELEPHONE NUMBER** CERTIFICATION AUTHORIZED CERTIFYING OFFICIAL (TYPE OR PRINT) AREA CODE NUMBER WITH EXT. FOR OFFICE OF THE GOVERNOR USE I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE SIGNATURE AND BELIEF THIS REPORT IS CORRECT AND COMPLETE DATE APPROVED BY OFFICE AND REPRESENTS ACTUAL EXPENDITURES OF FUNDS OF THE GOVERNOR DATE APPROVED

## JAG FINANCIAL STATUS REPORT

(Due 15 Days After Close of Each Month, or the First Business Day, by 5:00 PM)

- 1. Name and address of subgrantee organization.
- 2. <u>Grant Project Number</u>--Use the number given to the subgrantee from the Governor's Grants Program in the Grant Assurances.
- Vendor Identification Number or Federal Employer Identification Number-City or county vendor number if government subgrantee, or federal employer identification number if not for profit subgrantee.
- 4. <u>Final Report</u>--Mark "Yes" only when submitting the last monthly Financial Status Report for the entire grant project period.
- 5. <u>Basis of Accounting</u>--Indicate whether the subgrantee's accounting system is cash or accrual basis for recording transactions related to this grant award.
- 6. <u>Grant Project Period</u>--Dates of the funding cycle, July 1 through June 30.
- 7. <u>Report Period</u>--<u>Calendar</u> month in which the subgrantee is reporting financial information. Budget Category:

## All amounts should be rounded off to the nearest whole dollar and <u>no</u> amounts reported should carry a negative balance.

- <u>Approved Budget</u>--List approved grant amount for each budget category, per the Budget Summary Form. This column represents the total grant award for Fiscal Year 2006. Refer to the Budget Revision Requests policy within the Reporting Requirements to address any changes made to this column.
- <u>Period Expenditures (Federal Funds)</u> --Amount of grant funds spent in each budget category during the month in which the subgrantee is reporting. This includes only cash expenditures, not obligations incurred.
- <u>Period Expenditures (Non-Federal Match)</u>--Amount of non-federal match funds spent in each budget category during the month in which the subgrantee is reporting. This includes only cash expenditures not obligations incurred.
- <u>To-Date Expenditures (Federal Funds)</u>--Amount of grant funds in each budget category spent since grant project period began including the current reporting period, or the accumulated total of Period Expenditures reported as of this date.
- <u>To-Date Expenditures (Non-Federal Match)</u>--Amount of grant funds in each budget category spent since grant project period began including the current reporting period, or the accumulated total of Period Expenditures reported as of this date.
- <u>Obligations</u>--Any expense that was incurred during the month in question, but not yet paid. Only report information in this column if the subgrantee uses accrual basis accounting, and only report expenses that will be paid in the next month with grant funds or non-federal match funds.
- <u>Funds Remaining</u>--Amount of funds in each budget category that have not been expended or obligated as of this date.

Total all columns and sign. There must be a signature on the Financial Status Report form or it will be returned to the subgrantee organization.